

City of Sunnyvale
SUMMARY WORKSHEET
2005 Proposed Study Issues

DEPARTMENT OF COMMUNITY DEVELOPMENT

Item #	Study Issue Title	Hours (Includes hours from departments and consultants)	OCA Hours	Staff Recommendation				B/C Rankings (Identify name of B/C below)				
				For Study	No Rec.	Defer	Against	Planning	Bicycle	Housing	Heritage	CCAB

CONTINUING ITEMS												
CDD-1C	Clarify CEQA Requirements and Heritage Preservation Commission's Role in Relation to the Heritage Preservation Code	230	40									
CDD-2C	Height Limit in R-3 Zoning District	90	10									
CDD-3C	Transportation Demand Management (TDM) Program for Higher Density Residential Projects.	195	20									
CDD-4C	Zoning Land for Service Uses	300	30									
CDD-5C	Zoning Tools to Encourage the Development of Ownership Housing	270	40									

City of Sunnyvale
SUMMARY WORKSHEET
2005 Proposed Study Issues

DEPARTMENT OF COMMUNITY DEVELOPMENT

Item #	Study Issue Title	Hours (Includes hours from departments and consultants)	OCA Hours	Staff Recommendation				B/C Rankings (Identify name of B/C below)				
				For Study	No Rec.	Defer	Against	Planning	Bicycle	Housing	Heritage	CCAB

DEFERRED/BELOW THE LINE IN 2004

CDD-1	Visual Streetscape Standards for Murphy Avenue (BTL)	240	10	X								1 of 3
CDD-2	BMR in lieu fee Requirements Modification (BTL)	195	20		X						1 of 3	
CDD-3	Expanded Noticing for Buildings Over 45 Feet In Height (BTL)	170	15		X							
CDD-4	Assess Homeless needs and services (BTL)	160	20				X				DROP	
CDD-5	Adequate Guest Parking in Small Multi-Family Residential Projects (BTL)	140	5		X							
CDD-6	Places of Assembly located within Industrial and Commercial Zones (BTL)	350	50	X					3T of 12			
CDD-7	Tree Removal Ordinance Update (BTL)	350	30	X					3T of 12			

City of Sunnyvale
SUMMARY WORKSHEET
2005 Proposed Study Issues

DEPARTMENT OF COMMUNITY DEVELOPMENT

Item #	Study Issue Title	Hours (Includes hours from departments and consultants)	OCA Hours	Staff Recommendation				B/C Rankings (Identify name of B/C below)				
				For Study	No Rec.	Defer	Against	Planning	Bicycle	Housing	Heritage	CCAB
CDD-8	Solar Access to residential property (BTL)	220	30				X					
CDD-9	Implementation Plan for Downtown Public Improvements (BTL)	260	10				X	10 of 12				
CDD-10	Re-establishing and Amortization of non-conforming, non-residential uses and structures (BTL)	350	40				X					
CDD-11	Development options for City owned property at 1240 N. Fair Oaks Avenue (Deferred)	160	15				X					
CDD-12	Work plan to develop Heritage Preservation Commission outreach program (Deferred)	110	5				X				DROP	
CDD-13	Socio-Economic Element Update (Deferred)	500	10	X				2 of 12				
CDD-14	Review of Miscellaneous Plan Permit Language in the Municipal Code (Deferred)	200	40		X							
CDD-15	Air Quality Sub-element Update (Deferred)	400	20			X						

City of Sunnyvale
SUMMARY WORKSHEET
2005 Proposed Study Issues

DEPARTMENT OF COMMUNITY DEVELOPMENT

Item #	Study Issue Title	Hours (Includes hours from departments and consultants)	OCA Hours	Staff Recommendation				B/C Rankings (Identify name of B/C below)				
				For Study	No Rec.	Defer	Against	Planning	Bicycle	Housing	Heritage	CCAB
CDD-16	Community Design Sub-element Update (Deferred)	450	20			X						
CDD-17	Size of Street Address Numbers (Deferred)	300	30		X			12 of 12				
CDD-18	Housing Mitigation for All Job Producing Development (Deferred)	410	15		X			11 of 12		3 of 3		
CDD-19	Modification of Residential Development Standards to support the Density Bonus currently offered in the BMR Program (Deferred)	160	15		X					2 of 3		
CDD-20	Bike Facility Requirements for New Non Residential Development (Deferred)	290	10				X		DROP			
CDD-21	Work plan to develop Preservation Design Guidelines (Deferred)	100	5				X				DROP	
CDD-22	Neighborhood to Business Connections (Deferred)	200	10		X							

City of Sunnyvale
SUMMARY WORKSHEET
2005 Proposed Study Issues

DEPARTMENT OF COMMUNITY DEVELOPMENT

Item #	Study Issue Title	Hours (Includes hours from departments and consultants)	OCA Hours	Staff Recommendation				B/C Rankings (Identify name of B/C below)				
				For Study	No Rec.	Defer	Against	Planning	Bicycle	Housing	Heritage	CCAB
CDD-23	Approval Process for Single Family Homes (Deferred)	240	25				X					
CDD-24	Funding Mechanism for Aesthetic Upgrades to Telecommunication Towers (Deferred)	200	40		X			9 of 12				
NEW ITEMS												
CDD-25	Number of Cars Parked at Single Family Homes	200	50				X					
CDD-26	Auto repair in Residential Zoning Districts	250	50		X							
CDD-27	Incentives for Business Retention and Attraction	140	40			X		3T of 12				
CDD-28	Community Rooms/Club Houses for Multi-family Development	150	30		X							
CDD-29	Extending Approval of Wright Avenue Single Story Combining District	200	40				X					

City of Sunnyvale
SUMMARY WORKSHEET
2005 Proposed Study Issues

DEPARTMENT OF COMMUNITY DEVELOPMENT

Item #	Study Issue Title	Hours (Includes hours from departments and consultants)	OCA Hours	Staff Recommendation				B/C Rankings (Identify name of B/C below)				
				For Study	No Rec.	Defer	Against	Planning	Bicycle	Housing	Heritage	CCAB
CDD-30	Grocery Sales at Automobile Service Stations	220	40	X								
CDD-31	Precise Plan for El Camino Real Update	420	25	X				1 of 12				
CDD-32	Landscaping Requirements for Auto dealers	170	10		X							
CDD-33	Transitioning from a Growth to a Steady-State City	300	25		X			6 of 12				
CDD-34	Partnership With Advertising Firm to Enhance City Revenue	310	40				X					
CDD-35	Centralized Trash Enclosure Requirements for Attached Housing	210	10		X			7 of 12				
CDD-36	Noise Sub-Element Update	360	40			X						
CDD-37	Heritage Tourism in Sunnyvale	130	0				X				3 of 3	

City of Sunnyvale
SUMMARY WORKSHEET
2005 Proposed Study Issues

DEPARTMENT OF COMMUNITY DEVELOPMENT

Item #	Study Issue Title	Hours (Includes hours from departments and consultants)	OCA Hours	Staff Recommendation				B/C Rankings (Identify name of B/C below)				
				For Study	No Rec.	Defer	Against	Planning	Bicycle	Housing	Heritage	CCAB
CDD-38	Clarify the Heritage Preservation Commission's Role in Relation to the Sunnyvale Municipal Code	100	40		X			7T of 12			2 of 3	
CDD-39	Land Use and Transportation Element Update	1000	50			X						
CDD-40	Web Page Enhancements – Business Directory	305	15		X							
CDD-41	Pilot Program on Multi-Family Rental Housing Inspection	170	40		X							
CDD-42	Marketing City Property for Wireless Telecommunications Use	300	30		X							
CDD-43	Shop Sunnyvale Discount Card for Neighborhood Organizations	140	30		X							
CDD-44	Economic Development Effort to Capitalize on the New Kaiser Hospital to Encourage Medically Related Industries and Services in Sunnyvale	130			X							

**PROPOSED COUNCIL STUDY ISSUE
FOR "CONTINUING" ITEMS**

For Calendar Year: 2004

Issue: Clarify CEQA Requirements and Heritage Preservation Commission's Role in
Relation to the Heritage Preservation Code

Lead Department: Community Development

General Plan Element or Sub-Element: Heritage Preservation Sub-Element

1. What are the key elements of the issue?

In 1998, the State adopted changes to the California Environmental Quality Act making it more difficult to demolish local heritage resources without additional environmental review. Sunnyvale's code, which was originally adopted in 1979 and updated in 1997, allows demolition of some resources with a 60-day newspaper notice without environmental review.

This study would review Chapter 19.96, Heritage Preservation regulations, to determine: 1) if current City regulations are consistent with the 1998 changes to the California Environmental Quality Act; 2) if the City's regulations and procedures for the demolition of heritage resources are adequate to protect any designated or potential heritage resources; and 3) when the Heritage Preservation Commission should review proposed alterations or demolitions when these projects may significantly impact historic resources.

Appropriate environmental review of the proposed changes to the City's Municipal Code would be conducted. This may include the preparation of a focused environmental impact report.

For the 2003 Study Issue calendar, this item was ranked 2 of 6 by the Planning Commission and ranked 4 of 12 for CDD by the City Council. The item fell below the line.

2. Current Status:

The study and Municipal Code changes are substantially completed and will be finalized in January 2005.

3. Estimated work hours for the calendar year (use 5 or 8-hour increments)

(a) Estimated work hours from the lead department 230

(b) Estimated work hours from consultant(s): _____

Identify source of funding and estimated cost of consultant hours:

(c) Estimated work hours from the City Attorney's Office: 40

(d) Estimated work hours from Finance:

(e) Estimated work hours from other department(s).

Please list below:

Department(s): _____

Department(s): _____

Department(s): _____

Total Estimated Hours: 270

Reviewed by



Department Director

11/5/04
Date

Approved by



City Manager

11/9/04
Date

PROPOSED COUNCIL STUDY ISSUEFor Calendar Year: 2005New Previous Year (below line/defer) X **Issue:** Visual Streetscape Standards for Murphy Avenue**Lead Department:** Community Development**General Plan Element or Sub-Element:** Heritage Preservation Sub-Element
Land Use and Transportation Element**1. What are the key elements of the issue? What precipitated it?**

It has been over ten years since the standards for Murphy Avenue have been reviewed. In addition to architectural guidelines, there are standards for the streetscape in the Murphy Avenue Design Guidelines. The streetscape is also addressed in the Outdoor Dining Policy for Murphy Avenue. There are a variety of types of street furniture currently displayed on the street including some businesses that have placed their own planters and decorative elements. The issue of freestanding A-frame signs and banners has also become a topic for Murphy Avenue. This study would complement the existing Murphy Avenue Design Guidelines but would focus primarily on the view of the street (primarily the sidewalk area) between the building faces on opposite sides of the street and would create updated policies and guidelines.

2005 is an optimal time to address the Murphy Avenue streetscape since the Forum's Town Center proposal was approved this past year. As part of this approval, conditions were included which require the Forum Group to incorporate certain design elements of historic Murphy Avenue into the Forum's project. The conditions also require the applicant to work with the Downtown Merchant's Association on streetscape designs and upgrades. The Heritage Preservation Commission would participate in this process by advising the Forum Group through the updated guidelines and working with the Downtown Merchant's Association in relation to the areas of the proposed development visible from the Historic Downtown.

During 2004 Staff worked with the restaurants on historic Murphy Avenue to achieve compliance with the current Outdoor Dining Policy. Through that effort several issues have surfaced that suggest that it may be time to update this policy. Updating the Outdoor Dining Policy could be accomplished as the first step of this study, and could be completed very quickly. Staff recommends that if Council prioritizes this study for streetscape standards, the revision of the Outdoor Dining Policy will be the first phase.

Staff has received preliminary approval for a \$75,000 Planning grant from the Transportation for Livable Cities (TLC) program. The grant would facilitate the preparation of streetscape design concepts through outreach with the stakeholder community (Murphy Ave Business Association, Forum Group, Heritage Preservation Commission, etc.) and hiring of a design professional. The city's local match of \$15,000 would need to be a cash contribution and would be used for such things as room rentals for meetings, printing, etc. If the city does not receive the grant, staff can complete this Study Issue, however, the scope would not be as broad unless the Council allocates additional funds for consultant assistance.

This project is related to the study "Implementation Plan for Downtown Improvements" (CDD-9). The public improvements on Murphy Avenue associated with the resulting streetscape standards could potentially be funded with the \$1.5 million capital project.

This item was ranked 8 of 17 by the City Council for the 2004 Study Issue Calendar, but fell below the line.

2. How does this relate to the General Plan or existing City Policy?

Land Use and Transportation Element:

Goal C1 – Preserve and enhance an attractive community, with a positive image and a sense of place that consists of distinctive neighborhoods, pockets of interest, and human-scaled development.

Downtown Specific Plan Goals and Policies :

The Goals and Policies of the Specific plan create the basic priorities for implementing the downtown vision. Goals are intended as "high level outcomes" desired for the community and policies are definite courses of actions to guide present and future decisions. The primary goals for the Downtown Specific Plan are:

- Protect and enhance existing neighborhoods.
- Improve the street character.

3. Origin of issue:

Council Member(s): _____

General Plan: _____

City Staff: _____

Planning

Board or Commission (identify name of the advisory body from the list below): _____

Heritage Preservation
Commission

Heritage Preservation Commission ranked this study issue 1 of 3

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No X Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 240

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: 10

(d) Estimated work hours from Finance: _____

(e) Estimated work hours from other department(s):

Department: DPW 40

Department: _____

Department: _____

Total Estimated Hours: 290

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes X No ___

Heritage Preservation Commission

(c) Is a Council Study Session anticipated? Yes ___ No X

(d) What is the public participation process?

Outreach meetings will be conducted with property owners and business owners/operators on Murphy Avenue, the Forum Group, the Chamber of Commerce, and any other interested parties.

7. Cost of Study: Please mark appropriate item below.

X Costs covered in operating budget – 242 – Community Planning

___ Costs covered by project -

X Budget modification needed for study – to accept a \$75,000 grant, if awarded and to provide the \$15,000 match

Explain below what the additional funding will be used for: The grant would enable a broader public outreach and the hiring of a design professional to assist in the preparation of preliminary design concepts for Murphy Avenue. The grant would not be needed for the first phase to update the Outdoor Dining Policy.

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range				X	
Operating expenditure range		X			
New revenues/savings range	X				

Explain impact briefly: Upon completion of the study, Murphy Avenue Streetscape Guidelines would be reformatted and printed, resulting in costs to the operation budget of approximately \$1000 for 100 copies. In order to implement the design standards for public street improvements up to \$300,000-400,000 may be needed. Private features such as tables, chairs, and signs would not have a cost to the City.

9. Staff Recommendation for this calendar year:

“For” Study X Explain:

The Outdoor Dining Policy is fresh in the minds of the Murphy Avenue restaurateurs. Staff has already gained an understanding of the concerns and possible solutions and can quickly return to the Council with this as the first phase of the study. It would be helpful to the restaurants to have this issue clarified before the spring when outdoor dining increases in popularity.

Due to the impending redevelopment of the Sunnyvale Mall, it is timely to consider any changes in the potential use of Murphy Avenue sidewalks and/or any upgrading of the public streetscape features.

“Against” Study Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation

Reviewed by


Department Director

11/17/04
Date

Approved by


City Manager

11/23/04
Date

PROPOSED COUNCIL STUDY ISSUE**For CONTINUING ITEMS****For Calendar Year: 2004****Issue Title:** Height Limit in the R-3 Zoning District**Lead Department:** Community Development**General Plan Element or Sub-Element:** Land Use and Transportation, Housing and Community Revitalization Sub-element.**1. What are the key issues regarding this item?**

This Study Issue would examine the impacts associated with an increase of allowable building height within the R-3 Zoning District. The desire for ownership housing has encouraged townhouse style development which frequently proposed one-story homes (with garages on the lowest level). Through the Planned Development Combining District Special Development Permits are frequently approved allowing three stories in the R-3 Zone. Although apartment development is not active currently, it has been noted in the past that density bonus cannot be achieved without some portion of the site utilizing three stories.

Table 19.32.020 of the Municipal Code establishes maximum permitted building heights within all Zoning Districts. All single family Zones are limited to a maximum of 2 stories or 30 feet in height. Of the three multiple family Zoning Districts, R-4 and R-5 allow 4 stories or 55 feet in building height. The R-3 Zone, similar to single family Zones, is limited to 2 stories or 30 feet.

Maximum allowable density for the R-3 Zone is 24 dwelling units per acre. Staff has determined that a density of 24 dwelling units per acre is difficult within the limits of a 2-story structure. Virtually without exception, all R-3 developments reviewed by the City have required the addition of the PD Planning District to allow a deviation for building height. This Study Issue would analyze potential issues associated with increasing the maximum building height within the R-3 Zone to 3 stories.

This item was considered last year by the City Council and ranked 4 out of 17.

2. Current Status:

The item has been continued to 2005 due to re-prioritization of the previous study issue calendar. During 2004, Staff has begun the analysis and expects the study issue to be completed by early 2005.

3. Estimated work hours for calendar year.

- | | |
|--|-------|
| (a) Estimated work hours from the lead department | 90 |
| (b) Estimated work hours from consultant(s): | _____ |
| (c) Estimated work hours from the City Attorney's Office: | 10 |
| (d) List any other department(s) and number of work hours:
Department(s): _____ | _____ |

Total Estimated Hours:	100
------------------------	-----

reviewed by


Department Director

11/5/04
Date

approved by


City Manager

11/9/04
Date

**PROPOSED COUNCIL STUDY ISSUE
FOR "CONTINUING" ITEMS**

For Calendar Year: 2005

Issue: Transportation Demand Management for Higher Density Residential

Lead Department: Community Development Dept. and Public Works Dept.

General Plan Element or Sub-Element: Land Use and Transportation Element

1. What are the key elements of the issue?

Explore expanding Transportation Demand Management program from exclusive office/industrial applications to high density residential.

2. Current Status: On hold due to reprioritization of mid-year study issues; tentatively rescheduled for April 2005.

3. Estimated work hours for the calendar year (use 5 or 8-hour increments)

(a) Estimated work hours from the lead department 150

(b) Estimated work hours from consultant(s): _____

(c) Estimated work hours from the City Attorney's Office: 20

(d) Estimated work hours from Finance: _____

(e) Estimated work hours from other department(s).

Please list below:

Department(s): Public Works Dept. 45

Department(s): _____

Department(s): _____

Total Estimated Hours: 215

Reviewed by

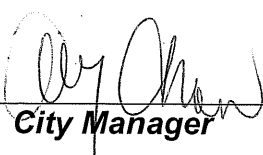


Department Director

11/10/04

Date

Approved by



City Manager

11/11/04

Date

**PROPOSED COUNCIL STUDY ISSUE
FOR "CONTINUING" ITEMS**

For Calendar Year: 2005

Issue: Zoning Land for Service Uses

Lead Department: Community Development Department

General Plan Element or Sub-Element: Land Use and Transportation Element

1. What are the key elements of the issue?

This study will review community needs for access to support service types of uses and examine the City's zoning development processes to ensure that there is sufficient opportunity for the establishment of such uses in the City. Service types of uses are important in meeting day to day operational/living requirements of individuals, businesses and organizations. Such uses would include craft shops (e.g. upholstery, cabinetmakers), printers, auto repair, etc. The study will consider the commercial zones best suited for such uses and whether there is sufficient area, in appropriate locations, dedicated to such zones to insure availability of such services uses to the community. A new zoning district could be created to address the concerns. This issue is supported by the Community Development Strategy.

- 2. Current Status:** For 2004, this item was ranked 7 out of 17 for CDD by the City Council. The item was deferred by City Council due to re-prioritizing of study issues in mid 2004.

3. Estimated work hours for the calendar year (use 5 or 8-hour increments)

(a) Estimated work hours from the lead department 300

(b) Estimated work hours from consultant(s): _____

(c) Estimated work hours from the City Attorney's Office: 30

(d) Estimated work hours from Finance: _____

(e) Estimated work hours from other department(s).

Please list below:

Department(s): _____

Department(s): _____

Department(s): _____

Total Estimated Hours: 330

Reviewed by


Department Director

11/5/04
Date

Approved by


City Manager

11/9/04
Date

**PROPOSED COUNCIL STUDY ISSUE
FOR "CONTINUING" ITEMS**

For Calendar Year: 2005

Issue: Zoning Tools to Encourage the Development of Ownership Housing

Lead Department: Community Development

General Plan Element or Sub-Element: Land Use and Transportation

1. What are the key elements of the issue?

During the data collection phase of the Community Development Strategy, it came to staff's attention that a few of the neighborhoods in the city that may require more support also experience higher housing rental rates. In some cases the properties were developed as rental housing; however, there may be interest in allowing these properties to convert to common-ownership (e.g. condominiums, small lot development). In addition, throughout the City, when small lot developments are proposed, Rezoning of the property to include the Planned Development Combining District (PD) is required to achieve lot sizes smaller than the minimum prescribed in the Zoning District. These properties comply with density categories with respect to Zoning and the General Plan. In 1985, the City adopted a Condominium Conversion ordinance. Many of the provisions in these regulations were to limit the conversion to ownership housing, while offering protection to residents when conversion could occur. State regulations now preclude a number of those provisions, so the Code should be updated. This issue is supported by the Community Development Strategy.

This study would examine zoning tools that would facilitate the conversion to, and development of, ownership housing while still maintaining protection to tenants that could potentially be displaced.

This item was ranked 3 of 5 by the Planning Commission for 2004. City Council ranked the item number 7 of 17 for the Community Development Department for 2004.

2. Current Status: Due to the addition of two study issues mid-2004 and to staffing levels and other workload, this study has been postponed until 2005.

3. Estimated work hours for the calendar year (use 5 or 8-hour increments)(a) Estimated work hours from the lead department 250

(b) Estimated work hours from consultant(s):

(c) Estimated work hours from the City Attorney's Office: 40

(d) Estimated work hours from Finance:

(e) Estimated work hours from other department(s).

Please list below:

Department(s): Public Works 20

Department(s): _____


Department(s): _____

Total Estimated Hours: 310

Reviewed by


Department Director11/5/04
Date

Approved by


City Manager11/9/04
Date

PROPOSED COUNCIL STUDY ISSUEFor Calendar Year: 2005New Previous Year (below line/defer) X **Issue:** Visual Streetscape Standards for Downtown Sunnyvale**Lead Department:** Community Development**General Plan Element or Sub-Element:** Heritage Preservation Sub-Element
Land Use and Transportation Element**1. What are the key elements of the issue? What precipitated it?**

It has been over ten years since the standards for Murphy Avenue have been reviewed. In addition to architectural guidelines, there are standards for the streetscape in the Murphy Avenue Design Guidelines. The streetscape is also addressed in the Outdoor Dining Policy for Murphy Avenue. There are a variety of types of street furniture currently displayed on the street including some businesses that have placed their own planters and decorative elements. The issue of freestanding A-frame signs and banners has also become a topic for Murphy Avenue. This study would complement the existing Murphy Avenue Design Guidelines but would focus primarily on the view of the street (primarily the sidewalk area) between the building faces on opposite sides of the street and would create updated policies and guidelines.

2005 is an optimal time to address the Murphy Avenue streetscape since the Forum's Town Center proposal was approved this past year. As part of this approval, conditions were included which require the Forum Group to incorporate certain design elements of Murphy Avenue into the project. The conditions also require the applicant to work with the Downtown Merchant's Association on streetscape designs and upgrades. The HPC would participate in this process by advising the Forum Group through the updated guidelines and working with the Downtown Merchant's Association in relation to the areas of the proposed development visible from the Historic Downtown.

Staff has received preliminary approval for a \$75,000 Planning grant from the Transportation for Livable Cities (TLC) program. This grant would facilitate the preparation of streetscape design concepts through outreach with the stakeholder community (Murphy Ave Business Association, Forum Group, etc.) and hiring of a design professional. This project is related to the study "Implementation Plan for Downtown Improvements" (CDD-9). The public improvements on Murphy Avenue associated with the resulting streetscape standards could potentially be funded

with the \$1.5 million capital project.

This item was ranked 8 of 17 by the City Council for the 2004 Study Issue Calendar, but fell below the line.

2. How does this relate to the General Plan or existing City Policy?

Land Use and Transportation Element:

Goal C1 – Preserve and enhance an attractive community, with a positive image and a sense of place that consists of distinctive neighborhoods, pockets of interest, and human-scaled development.

Downtown Specific Plan Goals and Policies :

The Goals and Policies of the Specific plan create the basic priorities for implementing the downtown vision. Goals are intended as “high level outcomes” desired for the community and policies are definite courses of actions to guide present and future decisions. The primary goals for the Downtown Specific Plan are:

- Protect and enhance existing neighborhoods.
- Improve the street character.

3. Origin of issue:

Council Member(s):

General Plan:

City Staff:

Planning

Board or Commission (identify name of the advisory body from the list below):

Heritage Preservation
Commission

Heritage Preservation Commission ranked this study issue 1 of 3

Board or Commission ranking comments:

4. Multiple Year Project? Yes___ No X Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department	_____	200
(b) Estimated work hours from consultant(s) if applicable:	_____	
(c) Estimated work hours from the City Attorney's Office:	_____	10
(d) Estimated work hours from Finance:	_____	
(e) Estimated work hours from other department(s):		
Department: DPW	_____	40
Department: _____	_____	
Department: _____	_____	

Total Estimated Hours: _____ 250

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes X No ___

Heritage Preservation Commission

(c) Is a Council Study Session anticipated? Yes ___ No X

(d) What is the public participation process?

Outreach meetings will be conducted with property owners and business owners/operators on Murphy Avenue, the Forum Group, the Chamber of Commerce, and any other interested parties.

7. Cost of Study: Please mark appropriate item below.

X Costs covered in operating budget – 242 – Community Planning

___ Costs covered by project -

X Budget modification needed for study – to accept a \$75,000 grant, if awarded

Explain below what the additional funding will be used for: The grant would enable a broader public outreach and the hiring of a design professional to assist in the preparation of preliminary design concepts for Murphy Avenue.

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range				X	
Operating expenditure range		X			
New revenues/savings range	X				
Explain impact briefly: Upon completion of the study, Murphy Avenue Streetscape Guidelines would be reformatted and printed, resulting in costs to the operation budget of approximately \$1000 for 100 copies. In order to implement the design standards for public street improvements up to \$300,000-400,000 may be needed. Private features such as tables, chairs, and signs would not have a cost to the City.					

9. Staff Recommendation for this calendar year:

“For” Study X Explain: Due to the impending redevelopment of the Sunnyvale Mall, it is timely to consider any changes in the potential use of Murphy Avenue sidewalks and/or any upgrading of the public streetscape features.

“Against” Study Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation

Note: If staff’s recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by


 Department Director

11/5/04
 Date

Approved by


 City Manager

11/9/04
 Date

PROPOSED COUNCIL STUDY ISSUEFor Calendar Year: 2005New Previous Year (below line/defer) X Issue: BMR in lieu fee Requirements ModificationLead Department: Community Development DepartmentGeneral Plan Element or Sub-Element: Housing and Community Revitalization Sub-Element**1. What are the key elements of the issue? What precipitated it?**

The City Council adopted modifications to the Below Market Rate (BMR) provisions of the Zoning Code in January 2003. Ownership developments of nine or more units are required to dedicate 12.5% of the units as BMRs. Rental projects will eventually be required to dedicated 15% of the units as BMRs. The code provides that, subject to approval by the Director of Community Development, an in-lieu fee may be paid for developments of 19 or fewer units. The calculation of required BMR units is rounded up or down to a whole number. A half unit is rounded up to the next whole number. The key issue is whether to accept an in-lieu payment for a portion of a unit. During the recent updates to this code staff had considered whether in-lieu fees for partial units should be considered. Staff did not include that as a recommendation.

The issue surfaced when a 12 unit ownership development would have been required to dedicate two BMR units ($12 \times 12.5\% = 1.5$; rounding up = 2). The developer wished to dedicate one unit and pay a proportional in-lieu fee, which is not permitted by the BMR code. The developer later modified the project and took advantage of the density bonus provisions, which for projects of 9-19 units allow a 15% + 1 unit bonus to address project feasibility concerns. The study would examine the costs and benefits to the city as well as the developer in modifying this aspect of the code. Based on a cursory review of this issue the issue is most relevant to projects of less than 20 housing units.

This study issue ranked 9 of 17 in 2004, which fell below the line.

2. How does this relate to the General Plan or existing City Policy?**Housing and Community Revitalization Sub-Element**

Goal E Maintain and increase housing units affordable to households of all income levels and ages.

3. Origin of issue:

[illegible]

Housing and Human Services

Board or Commission ranking comments:

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes ☒ No ☐

Housing and Human Services, Planning Commission

(c) Is a Council Study Session anticipated? Yes___ No X

(d) What is the public participation process?

7. Cost of Study: Please mark appropriate item below.

☒ Costs covered in operating budget – 242 Community Planning
230 Housing

___ Costs covered by project - NA

___ Budget modification needed for study - NA

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range	X				?
Operating expenditure range	X				
New revenues/savings range				X	

Explain impact briefly:

Revenues gained may be at the loss of providing additional actual BMR units when rounding up.

Revenue would increase if an in lieu fee was required for partial units when rounding down.

Based on an assumption of four ownership development projects for 2005 and an average of .4 unit BMR remainder and a \$250,000 average BMR sales price would yield \$400,000 of revenue in a rounding down situation.

Although the study issue itself has no capital expenditures, at some point in the future the collected funds may be spent for the provision of below market rate housing.

9. Staff Recommendation for this calendar year:

“For” Study ___ Explain:

“Against” Study ___ Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation X

Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by



Department Director

11/5/04

Date

Approved by



City Manager

11/9/04

Date

PROPOSED COUNCIL STUDY ISSUEFor Calendar Year: 2005New Previous Year (below line/defer) X **Issue:** Expanded Noticing for Buildings Over 45 Feet In Height**Lead Department:** Community Development Department**General Plan Element or Sub-Element:** Land Use and Transportation Element**1. What are the key elements of the issue? What precipitated it?**

This study was recommended by the Outreach Task Force. This study is intended to address the recent and continued new development of tall buildings that affect residential areas. It will consider whether new and expanded noticing is required prior to the City taking action to approve new taller buildings. This study would review the additional cost of providing expanded notices as well as the effect on the City's ability to maintain a competitive edge with streamlined processes.

The item was ranked 10 out of 17 by City Council for 2004.

2. How does this relate to the General Plan or existing City Policy?**Community Participation Sub-element**

Goal 7.2A Achieve a community in which citizens and businesses are informed about local issues and City programs and services.

Policy 7.2A.2 Publish and distribute information regarding City programs and services, City Council actions, and policy issues.

Policy 7.2C.2 Ensure that appropriate and effective public notification and access, in accordance with City Council policies, are provided to enhance meaningful community participation in the policy-making process.

Land Use and Transportation Element

Action Statement N1.2.2 Utilize adopted City design guidelines to achieve compatible architecture and scale for renovation and new development in Sunnyvale's neighborhoods.

Legislative/Management Sub-element

Goal 7.3F Continually strive to enhance the quality, cost and customer satisfaction of service delivery.

3. Origin of issue:

Council Member(s): Outreach Task Force

General Plan: _____

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ **of** _____

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No **X** **Expected Year Completed** 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 150

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: 15

(d) Estimated work hours from Finance: 5

(e) Estimated work hours from other department(s):

Department: Office of the City Manager 15

Department: _____

Department: _____

Total Estimated Hours: 185

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No **X**

(b) Does this issue require review by a Board/Commission? If so, please list below:

Yes X No

Planning

(c) Is a Council Study Session anticipated?

Yes No X

(d) What is the public participation process?

In addition to standard public hearing noticing outreach would be conducted with the commercial/industrial development community and the Chamber of Commerce. Outreach would also be conducted in neighborhoods adjacent to potential building sites.

7. Cost of Study: Please mark appropriate item below.

X Costs covered in operating budget – 245-Community Planning

 Costs covered by project - N/A

 Budget modification needed for study – N/A

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range	X				
Operating expenditure range		X			
New revenues/savings range		X			

Explain impact briefly:

Expanded noticing involves more staff time as well as more paper and more postage. These costs could be offset by increased processing fees.

9. Staff Recommendation for this calendar year:**“For” Study ___ Explain:****“Against” Study ___ Explain:**

No Recommendation X In a study issue on Privacy in 2002 Council considered new noticing requirements for tall buildings next to residential uses. Similar to noticing for residential second stories, notices would go out to adjacent neighbors when the project has completed the design phase, but before approval so that neighbors could have time to comment on issues.

Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by

Department Director

Date**Approved by**

City Manager

Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New

Previous Year (below line/defer) X

Issue: Assess homeless needs and services

Lead Department: Community Development Department

General Plan Element or Sub-Element:

1. What are the key elements of the issue? What precipitated it?

This study will seek to document the number, location and characteristics of the homeless in Sunnyvale. The study would assess the trends in the number of homeless people in Sunnyvale and the adequacy of available services to determine any need for increased services. The availability and effectiveness of existing services would be evaluated and service gaps would be identified. The study would also identify if the increase in homeless in Sunnyvale is due to an increase in the homeless population, movement of people from other jurisdictions, changes in available services or changes in the characteristics of the homeless population.

Housing and Human Services Commissioners are concerned about the increasing visibility of homeless people in the City's parks and on its thoroughfares. There is also concern that the visibility of the homeless could negatively impact the business climate. Also, the number of citizens responding to the Quality of Life Survey from 2000 to 2003 stating that "lack of services for the homeless is serious or somewhat serious" has increased from 18% to 29%.

Although presented as a study issue last year, some of the gap analysis is being undertaken as part of the City's Comprehensive Housing Plan work. Council ranked this issue 11 of 17 for 2004, which fell below the line.

2. How does this relate to the General Plan or existing City Policy?

Goal F: Improve Housing conditions for people with special needs.

Policy F.1 Continue to help and assist in the provision of shelter and assistance to the homeless.

3. Origin of issue:

Council Member(s):

General Plan:

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): Housing & Human Services

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Housing and Human Services Commission did not include this Study in their recommendations 2005

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No X Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 130

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: 20

(d) Estimated work hours from Finance: _____

(e) Estimated work hours from other department(s):

Department: Public Safety 10

Department: Parks 10

Department: Library 10

Department: _____

Total Estimated Hours: 180

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes X No ___

Housing & Human Services Commission

(c) Is a Council Study Session anticipated? Yes X No ___

(d) What is the public participation process?

Consultation with other city staff (Library, Public Safety, Parks, and Neighborhood Preservation) business owners, Chamber of Commerce, homeowner and neighborhood associations, social service agencies and meeting with Housing & Human Services Commission.

7. Cost of Study: Please mark appropriate item below.

☒ **Costs covered in operating budget – Housing and Human Services**

☐ **Costs covered by project**

☒ **Budget modification needed for study - \$30,000**

Explain below what the additional funding will be used for:

Consultant to assess level of impact and potential response strategies (\$30,000).

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range				X	
Operating expenditure range		X			
New revenues/savings range	X				

Explain impact briefly:


Results of the study may suggest the need for additional staff time to implement a Program and/or potential costs to develop a day center or other services.

9. Staff Recommendation for this calendar year:**“For” Study ___ Explain:**

“Against” Study X Explain: There is currently a countywide homeless needs assessment and homeless count being undertaken by the County which is scheduled for completion in 2005. Results of the countywide assessment and the City’s Comprehensive Housing Plan will help to identify outstanding needs to address the issue of homeless in Sunnyvale.

No Recommendation ___

Note: If staff’s recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by

Department Director

11/5/04
Date**Approved by**

City Manager

11/9/04
Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New

Previous Year (below line/defer) X

Issue: Adequate Guest Parking in Small Multi-Family Residential Projects

Lead Department: Community Development Department

General Plan Element or Sub-Element: Land Use and Transportation Element

1. What are the key elements of the issue? What precipitated it?

This study issue is to determine if the current parking standards are adequate in small multi-family developments. It was initiated over concern that the code may not require adequate guest parking and that multiple projects in one area may have a negative impact on parking in the vicinity. Residential parking standards were last updated in 1999. That study was based on extensive field surveys of review of other nearby cities' regulations. A similar analysis focused on development under 20 units could be conducted for this study

For 2004, the the City Council ranked the study 12th of 17 which fell below the line.

2. How does this relate to the General Plan or existing City Policy?

Land Use and Transportation Element:

The following General Plan policy and action statement from the Land Use and Transportation Element relate to neighborhood quality and effective transportation standards:

Policy N1.4 - Preserve and enhance the high quality character of the residential neighborhood.

Action Statement C1.1.2. - Promote and achieve compliance with land use and transportation standards.

3. Origin of issue:

Council Member(s): Walker

General Plan:

City Staff:

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ of _____

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No ☒ Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 120

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: 5

(d) Estimated work hours from Finance: _____

(e) Estimated work hours from other department(s):

Department: Public Works Traffic Division 20

Department: _____

Department: _____

Total Estimated Hours: 145

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No ☒

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes ☒ No ___

(c) Is a Council Study Session anticipated? Yes ☒ No ___

(d) What is the public participation process?

This study issue will be noticed in the newspaper and on the City's website. Outreach to homebuilders and developers will be conducted.

7. Cost of Study: Please mark appropriate item below.

- ☒ Costs covered in operating budget – Program 242- Community Planning
- ☐ Costs covered by project
- ☐ Budget modification needed for study

Explain below what the additional funding will be used for:

No additional budget needed.

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range	X				
Operating expenditure range	X				
New revenues/savings range	X				

Explain impact briefly: Cost would be to developer or applicant, no additional fiscal impact to City

9. Staff Recommendation for this calendar year:

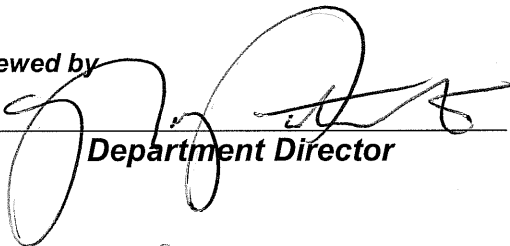
“For” Study ___ Explain:

“Against” Study ___ Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation x

Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by



Department Director

11/5/04
Date

Approved by



City Manager

11/9/04
Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New _____

Previous Year (below line/defer) X

Issue: Places of Assembly located within Industrial and Commercial Zones

Lead Department: Community Development Department

General Plan Element or Sub-Element: Land Use and Transportation Element

1. What are the key elements of the issue? What precipitated it?

The key element is balancing the need of providing opportunity for social uses and maintaining a healthy business climate. Due to the recent economic downturn, the value of industrial land has decreased below that of commercial and industrial uses thus allowing non-traditional uses (churches, temples, day care, recreation, service organizations, lodge halls etc.) the opportunity to operate in locations that historically have not been economically feasible.

Two categories of Places of Assembly are defined within Title 19 of the SMC. One is Places of Assembly – business serving and the other is Places of Assembly – community serving. Places of Assembly – business serving can be considered in the Moffett Park Specific Plan with a Special Development Permit, but community serving Places of Assembly are prohibited. Under the current Zoning Code, “lodge halls and fraternal and social associations” can be considered with a Use Permit in most Commercial Zoning Districts in the City. The code does not address places of assembly for industrial zones. In the past, these applications have been considered on a case by case basis through a Use Permit.

Principal issues germane to each application include consumption of space intended for business development, potential exposure of newcomers to hazardous materials and processes, availability of other sites, and limitations on existing industrial user's ability to expand or relocate. In addition, federal legislation, *Religious Land Use and Institutionalized Persons Act 2000*, may have implications on the regulation of places of assembly that are not addressed by the SMC.

Council ranked this item 13 of 17 for 2004 which fell below the line.

2. How does this relate to the General Plan or existing City Policy?

The city evaluates projects on a case by case basis and makes findings that a

project is or is not supported by the General Plan taking into account the desires of the applicant and the City's need to balance competing interests.

Land Use and Transportation Element

GOAL C4 Sustain a strong local economy that contributes fiscal support for desired city services and provides a mix of jobs and commercial opportunities.

Policy C4.3 Consider the needs of business as well as residents when making land use and transportation decisions.

Policy N1.1 Protect the integrity of the City's neighborhoods; whether residential, industrial or commercial.

N1.1.1 Limit the intrusion of incompatible uses and inappropriate development into city neighborhoods.

N1.1.4 Anticipate and avoid whenever practical the incompatibility that can arise between dissimilar uses.

Policy N1.6 Safeguard industry's ability to operate effectively, by limiting the establishment of incompatible uses in industrial areas.

Policy N1.14 Support the provision of a full spectrum of public and quasi-public services that are appropriately located.

Socio Economic Element

Policy 5.1H.11 Encourage the adequate provision of social services to Sunnyvale residents.

Legislative Management Sub Element

Policy 7.3B.3 Prepare and update ordinances to reflect current community issues and concerns in compliance with State and Federal laws.

3. Origin of issue:

Council Member(s):

General Plan:

City Staff:

Staff

Board or Commission (identify name of the advisory body from the list below):

Planning Commission

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Planning Commission ranked this study issue 3T of 12 for 2005.

Board or Commission ranking comments:

4. Multiple Year Project? Yes___ No X Expected Year Completed 2005
5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):
- (a) Estimated work hours from the lead department 270
- (b) Estimated work hours from consultant(s) if applicable: _____
- (c) Estimated work hours from the City Attorney's Office: 50
- (d) Estimated work hours from Finance: _____
- (e) Estimated work hours from other department(s):
- Department: Public Safety (Hazardous Materials) 80
- Department: _____
- Department: _____
- Total Estimated Hours: 400
6. Expected participation involved in the study issue process?
- (a) Does Council need to approve a work plan? Yes___ No X
- (b) Does this issue require review by a Board/Commission? If so, please list below: Yes X No___
- Planning Commission
- (c) Is a Council Study Session anticipated? Yes___ No X
- (d) What is the public participation process?
- Outreach to businesses and residents, potential for stakeholders committee, and hold public hearings with Planning Commission and City Council on appropriate zoning code amendments.
7. Cost of Study: Please mark appropriate item below.
- X Costs covered in operating budget – 242 Community Planning
- ___ Costs covered by project - n.a.
- ___ Budget modification needed for study – n.a.

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range	X				
Operating expenditure range	X				
New revenues/savings range	X				

9. Staff Recommendation for this calendar year:

“For” Study X Explain:

Title 19 does not fully address the issue and there is a relatively high demand for the use of vacant industrial space by non-traditional users. Staff continues to receive requests from the public to occupy industrial spaces with non-industrial uses. Other local cities have been challenged on decisions to both permit and deny the use of industrial land for places of assembly. Completing this study would give the community more guidance as to the future of industrial areas and appropriate locations for Places of Assembly.

“Against” Study ____ Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation ____

Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing

services/priorities.

Reviewed by



Department Director

11/5/04

Date

Approved by



City Manager

11/9/04

Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New

Previous Year (below line/defer) X

Issue: Tree Removal Ordinance Update

Lead Department: Community Development Department

General Plan Element or Sub-Element: Land Use and Transportation Element

1. What are the key elements of the issue? What precipitated it?

It has been approximately 10 years since the City adopted its criteria and process for evaluating tree removal on private property. The City processes 300-350 tree removal permits per year. Approximately 10 tree removal permit appeals are heard by the Planning Commission each year. In addition staff follows up on potential destruction and removal cases where the property owner has not acquired a Tree Removal Permit. Current codes require taking a property owner to court when there has been a violation. Due to the cumbersome process Community development staff and the Office of the City Attorney have developed practices to replace the value of the lost tree or negotiate a settlement through other means.

The study would review current practices, conduct a survey of neighboring cities and model ordinances and determine recommended changes to Sunnyvale's practices. The timeliness of this issue as well as the need to reevaluate the City's criteria and commitment to the tree preservation effort was identified by the Planning Commission.

This issue was ranked 14 out of 17 in 2004, which fell below the line.

2. How does this relate to the General Plan or existing City Policy?

Land Use and Transportation Element

Goal C: Preserve and enhance an attractive community, with a positive image and a sense of place that consists of distinctive neighborhoods, pockets of interest, and human-scaled development.

Community Design Sub-Element

Goal A: Promote Sunnyvale's image by maintaining, enhancing and creating physical features which distinguish Sunnyvale from surrounding communities and by preserving historic buildings, special districts and residential neighborhoods

which make the City unique.

3. Origin of issue:

Council Member(s): _____

General Plan: _____

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): Planning Commission

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Planning Commission ranked this study issue 3T of 12 for 2005.

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No X Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 250

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: 30

(d) Estimated work hours from Finance: _____

(e) Estimated work hours from other department(s):

Department: Public Works 100

Department: _____

Department: _____

Total Estimated Hours: 380

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes X No ___

Planning Commission

(c) Is a Council Study Session anticipated?

Yes ___ No X

(d) What is the public participation process?

In addition to standards hearing noticing practices, staff will conduct outreach to the community and to commercial tree removal companies and arborists in the Sunnyvale vicinity

7. Cost of Study: Please mark appropriate item below.

X Costs covered in operating budget - 242 Community Planning

___ Costs covered by project - NA

___ Budget modification needed for study - NA

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range	X				
Operating expenditure range	X				
New revenues/savings range		X			

Explain impact briefly:

Current process collects fines and requires replacement trees, issue address standardizing procedures. A simplified program for fines not requiring court action could result in revenues from fines associate with illegal tree removals.

9. Staff Recommendation for this calendar year:

“For” Study X Explain: It has been ten years since the ordinance was adopted. Current processes take up considerable staff time. A simplified version to assess fines and penalties would assist in administering the regulations.


“Against” Study ___ Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation ___

TREE REMOVAL ORDINANCE UPDATE— CONT.PAGE 4

Note: If staff's recommendation is "for study" or "against study", the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by



Department Director

11/5/04

Date

Approved by



City Manager

11/9/04

Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New

Previous Year (below line/defer) X

Issue: Solar Access to Residential Property

Lead Department: Community Development Department

General Plan Element or Sub-Element: Community Design Sub-Element

1. What are the key elements of the issue? What precipitated it?

This issue originates from concerns about the amount of shadow that new two (or more) story structures cast on adjacent residential property. New residential second stories, multi-story commercial structures and mature trees can significantly impact the amount of sun and light a neighboring property receives. Currently the Sunnyvale Municipal Code has a Solar Access Ordinance that limits the amount of roof area shaded by a new building. The intent of this ordinance was to ensure that rooftop solar collectors would not be rendered inoperable by new development. The existing ordinance does not address effects of blocked sunlight on adjacent yards. In contrast, the Tree Preservation ordinance seeks to preserve mature landscaping which can contribute to shading adjacent properties.

The study will examine the impacts associated with shading of residential property, and analyze potential regulations or policies that could address these impacts.

In the Sunnyvale Single Family Home Design Techniques, techniques 3.6.A recommends as follows:

New homes and additions to existing structures should be located to minimize blockage of sun access to living spaces and actively used outdoor areas on adjacent homes.

This item was ranked 15 of 17 by the City Council in 2004.

2. How does this relate to the General Plan or existing City Policy?

Community Design Sub-Element

C.5.g A void tall buildings that substantially shade adjoining residential properties.

C.5.h Continue to require additional setbacks for new construction when necessary to preserve the light, air views and privacy of adjoining residential properties.

Land Use and Transportation Element

N1.4 Preserve and enhance the high quality character of residential neighborhoods.

Energy Sub-Element

3.5.D.1 Encourage a built environment which uses the properties of nature for building heating and cooling.

3.5.E.1 Promote the energy efficiency of existing buildings

3. Origin of issue:

Council Member(s):

General Plan:

City Staff:

Board or Commission (identify name of the advisory body from the list below):

Planning Commission

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Planning Commission did not rank this study for 2005.

Board or Commission ranking comments:

4. Multiple Year Project? Yes___ No ☒ Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department	_____	200
(b) Estimated work hours from consultant(s) if applicable:	_____	
(c) Estimated work hours from the City Attorney's Office:	_____	30
(d) Estimated work hours from Finance:	_____	
(e) Estimated work hours from other department(s):		
Department: Public Works	_____	20
Department: _____	_____	
Department: _____	_____	

Total Estimated Hours: _____ 250

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ____ No X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes X No ____

Planning Commission

(c) Is a Council Study Session anticipated? Yes ____ No X

(d) What is the public participation process?

A focus meeting with the public may be held to hear concerns and understand the expectations of residential property owners. Standard noticing and advertisements will be a part of this process.

7. Cost of Study: Please mark appropriate item below.

____ Costs covered in operating budget – 242-Community Planning

____ Costs covered by project - N/A

____ Budget modification needed for study – N/A

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range	X				
Operating expenditure range		X			
New revenues/savings range		X			

Explain impact briefly:

New regulations that relate to shading of yard area could result in a greater number of Variance requests. The costs of processing Variances would be offset by application fees.

9. Staff Recommendation for this calendar year:

“For” Study ___ Explain:

“Against” Study X Explain. The Sunnyvale Single Family Home Design Techniques that were adopted by the City Council already includes direction to meet the intent of this study.

No Recommendation ___

Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by


 Department Director

11/5/04
 Date

Approved by


 City Manager

11/9/04
 Date

PROPOSED COUNCIL STUDY ISSUEFor Calendar Year: 2005New Previous Year (below line/defer) X **Issue:** Implementation Plan for Downtown Public Improvements**Lead Department:** Community Development Department**General Plan Element or Sub-Element:** Land Use and Transportation Element**1. What are the key elements of the issue? What precipitated it?**

The recent adoption of an updated Downtown Specific Plan, and the completion of the Downtown Streetscape Standards provide a vision and framework for public improvements within the downtown. Additionally recent development projects occurring in the downtown area provide an opportunity to develop a comprehensive implementation plan for public improvements located in the downtown area.

Future improvements would include modification to street design, enhanced crosswalks and sidewalks with decorative pavers, street tree grates, enhanced street lights and traffic signals, streetscape furnishings including benches, trash and ash receptacles. Downtown streetscape and landscape standards will enhance the downtown's visual character and increase its appeal for an improved pedestrian experience. The study will examine the current vision and the standards included in the Downtown Specific Plan and recommend an appropriate implementation strategy and plan.

In June 2001 the Council approved a \$1.5 million capital project titled "Downtown Improvement Projects." This project is funded with RDA funds. (RTC 01-199, 6/21/01)

In October 2004, staff presented a study session to Council on a series of potential downtown improvements and prioritizing the use of the \$1.5 million capital project. Staff will be following up with a formal Report to Council for review at a public hearing. The purpose of that hearing will be to prioritize and select projects to be covered by the \$1.5 million. This study issue would not be required as the work will essentially be completed when staff returns to Council.

2. How does this relate to the General Plan or existing City Policy?

The City's General Plan, as implemented by the Downtown Specific Plan (adopted in December 2004) establishes the urban design concept and its various

components for the downtown area. The Plan includes streetscape design standards such as lighting, paving materials, signage, street widths and improvements.

Land Use and Transportation Element

Action Statement N1.12.1 Use the Downtown Specific Plan to facilitate the redevelopment of downtown.

Policy N1.13 Promote an attractive and functional commercial environment.

Community Development Element

Action Statement 2.5A.3f. Strengthen the downtown as the visual as well as functional focus of Sunnyvale.

Action Statement 2.5A.3g. Consider design features that help locate the downtown district and emphasize the roadways and intersections leading downtown.

3. Origin of issue:

Council Member(s): Miller

General Plan: _____

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): Planning Division

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Planning Commission ranked this study issue 10 **of** 12 **for 2005.**

Board or Commission ranking comments:

In 2002, this item was ranked 10 out of 10 by the City Council. The item was deferred by Council in 2003 and 2004.

4. Multiple Year Project? Yes No X **Expected Year Completed** 2005

Explain impact briefly:

To date, staff has identified downtown public improvements that could cost as much as \$9 million. Staff has applied for and will continue to pursue outside funding to augment this project. These potential funds would not off-set all costs of the project.

9. Staff Recommendation for this calendar year:

"For" Study ___ **Explain:**


"Against" Study X **Explain.** If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

This study is already underway and should be completed within the next few months. Council does not need to select and rank the item in order for the work to be completed

No Recommendation ___

Note: If staff's recommendation is "for study" or "against study", the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by



Department Director

11/5/04

Date

Approved by



City Manager

11/9/04

Date

PROPOSED COUNCIL STUDY ISSUE

For Calendar Year: 2005

New

Previous Year (below line/defer) X

Issue: Re-establishing and Amortization of non-conforming, non-residential uses and structures

Lead Department: Community Development Department

General Plan Element or Sub-Element: Land Use and Transportation Element

1. What are the key elements of the issue? What precipitated it?

The re-establishing of non-conforming non-residential uses and structures has been considered by the City Council from time to time over recent years. Current regulations allow the reconstruction of legal non-conforming residential uses and buildings if they are accidentally damaged and are reconstructed within one year (and not abandoned or vacant for six months prior to the damage). Sunnyvale Municipal Code (Chapter 19.50) is more restrictive for non-residential buildings and uses than for residential. The Code does not allow non-residential buildings to be rebuilt, or for the non-conforming use to continue, if damage exceeds 50% of the value of the building. The Council has not adopted any changes to this regulation in previous studies.

In 2003, the above study issue was combined with a study to consider the opposite requirement for the amortization of non-conforming, non-residential uses potentially resulting in the eventual removal. This part of the item will also examine revisions to the permit process requiring periodic review and/or removal of non-conforming, non-residential uses.

The prohibition against re-establishing a damaged non-conforming use or building is a common zoning tool to assist a community in achieving compliance with the general plan and zoning for an area. Staff notes that because the zoning code allows the continued use of a non-conforming use (not requiring amortization), protection is afforded most businesses in non-conforming situations. New requirements that restrict existing non-conforming uses or buildings may negatively influence the existing and future businesses' intention to operate within the City.

For 2004, the study was ranked 17th of 17 by the City Council and fell below the line.

2. How does this relate to the General Plan or existing City Policy?

Land Use and Transportation Element

Policy N.1.1 Protect the integrity of the City's neighborhoods; whether residential, industrial or commercial.

Policy N1.3 Support a full spectrum of conveniently located commercial, public and quasi-public uses that add to the positive image of the City.

Economic Development

Policy 5.1C4 Promote business opportunities and retention in Sunnyvale.

3. Origin of issue:

Council Member(s): Roberts, Risch

General Plan: _____

City Staff: _____

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ **of** _____

Board or Commission ranking comments:

4. Multiple Year Project? Yes ___ No ☒ Expected Year Completed 2005

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department	_____	350
(b) Estimated work hours from consultant(s) if applicable:	_____	
(c) Estimated work hours from the City Attorney's Office:	_____	40
(d) Estimated work hours from Finance:	_____	
(e) Estimated work hours from other department(s):		
Department: _____	_____	
Department: _____	_____	
Department: _____	_____	

Total Estimated Hours:	_____	390
------------------------	-------	-----

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan?	Yes ____	No <u>x</u>
(b) Does this issue require review by a Board/Commission? If so, please list below:	Yes <u>x</u>	No ____
<u>Planning</u>		
(c) Is a Council Study Session anticipated?	Yes ____	No <u>x</u>
(d) What is the public participation process?		

7. Cost of Study: Please mark appropriate item below.

X Costs covered in operating budget – Program 242- Community Planning
 ____ Costs covered by project
 ____ Budget modification needed for study

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range	X				
Operating expenditure range		X			
New revenues/savings range	X				

Explain impact briefly: If an amortization program is established, staff will be needed to oversee and monitor its progress.

9. Staff Recommendation for this calendar year:

“For” Study ___ **Explain:**

“Against” Study X **Explain.** This study is related to two opposing values in the Code. This study issue has been “on the books” for several years which suggest that the issue is not critical and that the code is providing adequate direction for these situations.

No Recommendation ___

Note: If staff's recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by


 Department Director

11/5/04
 Date

Approved by


 City Manager

11/9/04
 Date